



**DNSSAB BOARD MEETING
MINUTES OF PROCEEDINGS**

Date: January 31, 2024, 12:00 p.m.
Location: DNSSAB Boardroom
200 McIntyre Street East, North Bay, ON, P1B 8V6

Members Present: Mark King- Chair
Lana Mitchell- Vice Chair
Amanda Smith
Chris Mayne
Dan O'Mara
Ethel LaValley
Justine Mallah
Maggie Horsfield
Mélanie Chenier
Peter Chirico
Terry Kelly

Members Absent: Jamie Restoule

1. Call to Order

The Recording Secretary called the meeting to order at 12:06 PM, and ran the meeting until the Chair was elected/acclaimed in section 2.

Resolution #: 2024-01

Moved by: Lana Mitchell
Seconded by: Peter Chirico

THAT the Board of Directors accepts the Roll Call as read by the Recording Secretary for the DNSSAB Board Meeting of January 31st, 2024 at 12:06 PM.

CARRIED

1.1 Declaration of Conflict of Interest

Members Lana Mitchell and Amanda Smith declared conflicts with items 8.1 (recommendations A,B, and C) and the first paragraph of the recommendation in item 8.3 as their employer (LIPI) receives funding from the DNSSAB.

1.1.1 Amanda Smith - 8.1 a, b, c, and 8.3 first paragraph

1.1.2 Lana Mitchell - 8.1 a, b, c, and 8.3 first paragraph

1.2 Approval of Agenda

Resolution #: 2024-02

Moved by: Dan O'Mara

Seconded by: Peter Chirico

THAT the Board accept the Agenda for January 31, 2024.

CARRIED

2. Chair and Vice Chair Elections

2.1 Election of Chair and Vice Chair - DNSSAB

Mark King was nominated by Lana Mitchell and Peter Chirico. The nomination was accepted. Mark King was acclaimed as Chair.

Lana Mitchell was nominated by Mark King and Peter Chirico. The nomination was accepted. Lana Mitchell was acclaimed as Vice Chair.

Resolution #: 2024-03

Moved by: Dan O'Mara

Seconded by: Terry Kelly

THAT Mark King be acclaimed as Chair of the DNSSAB for the term ending December 31st, 2024; and,

THAT Lana Mitchell be acclaimed Vice Chair of the DNSSAB for the term ending December 31st, 2024.

CARRIED

2.2 Election of Chair and Vice Chair - Finance and Administration Committee

Member Peter Chirico was nominated by Chair by Chris Mayne and Lana Mitchell. The nomination was accepted and Peter Chirico was acclaimed as Chair of the Finance and Administration Committee.

Member Maggie Horsfield was nominated for Vice Chair by Peter Chirico and Lana Mitchell. The nomination was accepted and Maggie Horsfield was acclaimed as Vice Chair of the Finance and Administration Committee.

Resolution #: 2024-04

Moved by: Lana Mitchell

Seconded by: Mark King

THAT Peter Chirico be recognized as the acclaimed Chair of the Finance and Administration Committee for the term ending December 31st, 2024; and,

THAT Maggie Horsfield be recognized as the acclaimed Vice Chair of the Finance and Administration Committee for the term ending December 31st, 2024.

CARRIED

2.3 Election of Chair and Vice Chair - Community Services Committee

Lana Mitchell was nominated as Chair of the Community Services Committee and declined the nomination.

Lana Mitchell nominated Ethel LaValley for the position of Chair, and the nomination was accepted, and seconded by Peter Chirico.

Mélanie Chenier was nominated for the position of the Community Services Committee Vice Chair. The nomination was made by Lana Mitchell and Peter Chirico and accepted.

Resolution #: 2024-05

Moved by: Lana Mitchell

Seconded by: Peter Chirico

THAT Mayor Ethel LaValley be recognized as the duly elected Chair of the Community Services Committee for the term ending December 31st, 2024; and,

THAT Mélanie Chenier be recognized as the acclaimed Vice Chair of the Community Services Committee for the term ending December 31st, 2024.

CARRIED

2.4 Election of Chair and Vice Chair - NDHC

Chris Mayne was nominated for the position of Chair by Mark King and seconded by Lana Mitchell. The nomination was accepted and Chris Mayne was acclaimed.

Lana Mitchell was nominated for the position of Vice Chair by Ethel LaValley and Peter Chirico. The nomination was accepted and Lana Mitchell was acclaimed.

Resolution #: 2024-06

Moved by: Ethel LaValley
Seconded by: Peter Chirico

THAT Chris Mayne be recognized as the acclaimed Chair of NDHC for the term ending December 31st, 2024; and,

THAT Lana Mitchell be recognized as the acclaimed Vice Chair of NDHC for the term ending December 31st, 2024.

CARRIED

3. Opening Remarks by the Chair and Land Acknowledgement.

Chair Mark King chaired the meeting from here on.

He read the land acknowledgement.

In his opening remarks, he reviewed the past year, acknowledging the support of the board and noted the next year will also appear to be challenging as the DNSSAB has shortfalls due to funding cuts and noted the shortfall in the CWELCC system for \$5 a day childcare. The Chair thanked all members who attended ROMA, especially the meeting with the Minister of Municipal Affairs and Housing, Paul Calandra who showed interest in the DNSSAB's proposed pilot project to purchase housing on the market to convert into affordable housing. He requested staff follow up with the Ministry and an invitation was also extended to visit Northern Pines.

He informed the Board that short-listed candidates for the CAO position will be interviewed on February 8th and 9th.

The Chair indicated his wish to hold some Board meetings at the communities we serve such as South Algonquin, West Nipissing and Temagami.

He offered the Board's condolences to member Jamie Restoule on the passing of his mother.

The Chair closed his remarks by indicating concern for municipalities if the budget is passed with a levy of more than 3% and encouraged that the impact to communities be kept a minimum, and that shortfalls in Paramedic Services. be supported through reserves.

4. Approval of Minutes

Resolution #: 2024-07-A

Moved by: Ethel LaValley

Seconded by: Mélanie Chenier

THAT the Board adopt the minutes of the December 13th, 2023 proceedings of the DNSSAB Board Meeting.

CARRIED

Resolution #: 2024-07-B

Moved by: Mélanie Chenier

Seconded by: Peter Chirico

THAT the Board approve the minutes of the December 13th, 2023 Finance and Administration Committee meeting.

CARRIED

5. Delegations

There were no delegations.

6. CAO Verbal Update

Acting CAO Melanie Shaye thanked Children's Services Director Lynn Démoré-Pitre for coordinating a Board tour of the EarlyON program on Chippewa. She informed the Board that AMO has submitted an advocacy letter to the Honourable Stephen Lecce, Minister of Education regarding concerns about the provincial government's decision to eliminate the transition grant to early years and childcare service system managers, the 50% reduction in administrative funding at a time when there is more administrative work with the

implementation of a new funding formula, and asking for restored funding and increased resources going forward.

The Acting CAO also informed the Board that staff are developing a data portal on the organization's website, providing public access to quality data that is timely, open and informative. This will also support accountability and transparency for the Board's decisions.

She noted that the two housing studies are in the review stage and will be presented to the Board in the spring. An advance copy of these studies will also be provided to district CAOs on February 26th for their review and opportunity to comment by March 6th. Other points of information for the Board included:

- NOSDA CAO's now meeting monthly as OH NE.
- OW senior staff met with representatives from the West Nipissing Community Health Centre to discuss an innovative partnership and new ways to collaborate cross sector between OW and primary care. OW management will meet with the Health Centre team to provide a presentation on the mandate of OW.

The Acting CAO informed the Board that weekly email updates will be provided on Thursdays instead of Fridays.

Members commended the Acting CAO on DNSSAB's delegation presentation at ROMA.

Resolution #: 2024-08

Moved by: Dan O'Mara

Seconded by: Chris Mayne

THAT the Board accepts the CAO Verbal Update for January 31, 2024.

CARRIED

7. Consent Agenda

[See NOTE in section 8.1.]

Resolution #: 2024-09

Moved by: Ethel LaValley

Seconded by: Mélanie Chenier

THAT the Board receives for approval/ information, Consent Agenda item 7.1.

CARRIED

7.1 Nipissing University Collaboration, HS-2024-004

8. Managers' Reports

Amanda Smith and Lana Mitchell declared a conflict on this item for recommendations A, B and C and refrained from voting on these sections.

8.1 2024 DNSSAB Budget, CORP-2024-001

[**NOTE:** Discussion on the budget began out of order in the Consent Agenda. It was noted and then resumed at its appropriate place in the agenda. The minutes relative to the budget item have been moved section 8.1 to correspond with the relevant item.] There was discussion about deferring approval of the budget until it could be determined what the surplus is and if it can be used to keep increases to under 3% as suggested by the Chair. Staff noted several implications in key administrative areas if the budget is not passed in the beginning of the year, and how this may impact ministry reporting to access funding, adding that a reasonable projected estimate of the surplus can't be determined until March due to complex reconciliations that need to take place as part of the year end work. Staff also noted that whatever the 2023 surplus is, it won't impact the 2024 budget unless the Board chooses to use reserves.

There was discussion about using reserves to keep the increase under 3%. It was noted the previous board focused on building reserves to use towards affordable housing, and that it was now being used for operations. It was noted that by using reserves to offset operational budget increases, it will now take several years to slowly reduce the use of reserves to offset operational costs which will reduce the amount of reserves available to develop affordable housing.

Resolution #: 2024-10

Moved by: Peter Chirico

Seconded by: Dan O'Mara

(2024-010-A) THAT the District of Nipissing Social Services Administration Board (DNSSAB) accepts the Healthy Communities Fund budget as presented in the 2024 DNSSAB Budget report CORP-2024-001.

(2024-010-B) THAT the DNSSAB accepts the Homelessness Prevention Program budget as presented in the 2024 DNSSAB Budget report CORP-2024-001.

(2024-010-C) THAT the DNSSAB accepts the Reaching Home budget as presented in the 2024 DNSSAB Budget report CORP-2024-001.

(2024-010-D) THAT the DNSSAB accepts the 2024 DNSSAB Budget as presented in the 2024 DNSSAB Budget report CORP-2024-001 and as amended to increase the use of reserves by \$134,000 to a total of \$934,000 and reduce the levy to 2.99%, with the exception of Resolutions 2024-010-A, 2024-010-B, and 2024-010-C.

CARRIED

8.2 Canada Wide Early Learning and Child Care Policies, CS-2024-001

Resolution #: 2024-11

Moved by: Terry Kelly

Seconded by: Dan O'Mara

THAT the District of Nipissing Social Services Administration Board (DNSSAB) accepts Board Report CS-2024-001 and approves Policy 5CS-ADM-13 and Policy 5CS-ADM-15 related to the Canada-Wide Early Learning and Child Care System, attached as Appendix A and B, respectively.

CARRIED

8.3 Reaching Home Funding Allocations, HS-2024-003

Stacey reviewed her report and identified areas that fit the additional funding allocation. [Amanda Smith and Lana Mitchell declared conflicts on this item as their employer receives this funding.]

Resolution #: 2024-12

Moved by: Justine Mallah

Seconded by: Maggie Horsfield

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approve Report HS-2024-003 outlining the recommended allocation of Reaching Home Winter Unsheltered Incremental funding for the 2023-24 Fiscal year; and,